

**Virginia Center for Onsite Wastewater Training**  
Southside Virginia Community College Occupational/Technical Center  
1041 West 10<sup>th</sup> Street  
Pickett Park (Fort Pickett)  
Blackstone, Virginia 23824

**Vision Statement:**

Comprehensive understanding of onsite wastewater practices across Virginia

**Mission Statement:**

Provide education and training to ensure effective onsite wastewater systems, maintain water quality, and protect public health.

**MINUTES OF THE VCOWT STEERING COMMITTEE MEETING**  
**11 May 2007**

**Core Group Members Present:**

Tom Joy, Chair	VDH / Blacksburg	<a href="mailto:Thomas.Joy@vdh.virginia.gov">Thomas.Joy@vdh.virginia.gov</a>
Jim Bowles	VDH / Lynchburg	<a href="mailto:Jim.Bowles@vdh.virginia.gov">Jim.Bowles@vdh.virginia.gov</a>
Jay Duell	VDH / Western Tidewater	<a href="mailto:Jay.Duell@vdh.virginia.gov">Jay.Duell@vdh.virginia.gov</a>
Ed Dunn	VDH / Piedmont	<a href="mailto:Ed.Dunn@vdh.virginia.gov">Ed.Dunn@vdh.virginia.gov</a>
Jamie Hawley	VDH / Piedmont	<a href="mailto:Jamie.Hawley@vdh.virginia.gov">Jamie.Hawley@vdh.virginia.gov</a>
Peter Hunt	SVCC Rep	<a href="mailto:Peter.Hunt@sv.vccs.edu">Peter.Hunt@sv.vccs.edu</a>
Beth Manghi	VDH / Chickahominy	<a href="mailto:Beth.Manghi@vdh.virginia.gov">Beth.Manghi@vdh.virginia.gov</a>
Douglas Phillips	SERCAP Rep	<a href="mailto:DPhillips@SERCAP.org">DPhillips@SERCAP.org</a>
Danna Revis	VDH / Richmond	<a href="mailto:Danna.Revis@vdh.virginia.gov">Danna.Revis@vdh.virginia.gov</a>
Tom Reynolds	SVCC Rep	<a href="mailto:tom.reynolds@sv.vccs.edu">tom.reynolds@sv.vccs.edu</a>
Karl Rudolph	VDH / Stafford	<a href="mailto:Karl.Rudolph@vdh.virginia.gov">Karl.Rudolph@vdh.virginia.gov</a>

**Core Group Members Absent:**

Anish Jantrania	VDH / Richmond	<a href="mailto:Anish.Jantrania@vdh.virginia.gov">Anish.Jantrania@vdh.virginia.gov</a>
K.R. Trapper Davis	CPEG / VOWRA / NOWRA Rep	<a href="mailto:krdavis@cpegllc.com">krdavis@cpegllc.com</a>

**Associate Group Members Present:**

N/A

**Associate Group Members Absent:**

N/A

**Other Attendees:**

Jeff Hasson	Hasson Excavating Co., Inc	<a href="mailto:jeff@hassonx.com">jeff@hassonx.com</a>
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Meeting opened at: 10:05

**Committee Reports:**

Master List Committee: Beth Manghi – Has a number of email addresses that have yet to be added to the master list

Site Development Committee: Trapper Davis – Trapper absent – no report. Jeff Hasson, Doug Phillips, Jim Bowles, and Tom Joy were appointed to the committee.

Logo/Brochure Committee: Jim Bowles – No results to report

Onsite Training Committee: Jay Duell reported – Working on training to align Danna’s “Basic Onsite Wastewater” VDH classes with the two-day SVCC format, and looking at perhaps adding classes to meet the needs of the private sector. Instructors will have to be identified to teach any new classes. Discussed who the classes would be targeted toward, e.g., AOSEs, employees of AOSEs and Consultants, interested public? Tom Reynolds said it would be no problem for SVCC to do open enrollment. Jim Bowles, who was appointed to the committee, said that the first order of business would be to draft a proposed curriculum structure for the new classes that would fit into the current curriculum of SVCC two-day classes.

**Old Business:**

- By-Laws. The proposed bylaws were adopted by a unanimous vote without review. They will be circulated by email to the Core Group. If any revisions to the Bylaws are needed, they will be amended later.
- Easy CAD Class: SVCC purchased license for 100 stations. Need official application from instructor (Trapper). Class will be held August 14 and 15.
- Wastewater 101: 16 people have registered to date, but only 5 have paid. Beth Manghi will send a notification to the master list to try to get complete enrollment.
- Posting schedule on the website: Will try to have a complete schedule posted on the VCOWT website by next meeting. Tom Joy will contact class instructors for their class information and will pass it along to Tom Reynolds.
- Online Registration: Tom Reynolds says this will be implemented soon on a trial basis.
- Rainwater Collection System: After discussion of alternatives, including a well and hookup to the Fort Pickett water system, it was decided that rainwater collection would be a desirable way to supply water for the demonstration sites that would enhance VCOWT’s image and provide a training opportunity for students. Water collected from the roof of the old barracks will be collected in a cistern and pumped to demonstration sites as needed. The system would be set up so that the Ft. Pickett water system could be used during periods of insufficient rainfall. Vendors will be approached for donations of all needed materials. Trapper Davis will be asked to supply a more detailed proposal for the system.
- VCOWT presentation: Tom Joy reported that the presentation at the Virginia Beach Managers’ meeting seemed to be well received.

**New Business:**

- MOU: Tom Joy reported that Nelson Daniel and SVCC legal counsel are examining the Memorandum of Understanding between VDH and SVCC to address issues not covered in the original.
- Puraflo: Tom Joy reported that Puraflo has asked to use VCOWT facilities to train their personnel. They will be allowed to do this for now, because it is anticipated that they will eventually be donating equipment to VCOWT for training purposes. Nelson Daniel may have some comments on this issue later.
- Multiple Entity (ME) members on the SVCC Advisory Board: Tom Reynolds reported that the Board decided that one person will be designated as a representative for an ME member, although the represented organization can send a substitute if desired.
- Reservation of VCOWT/SVCC facilities for corporate training: Tom Reynolds proposed that if the company is a VCOWT donor and if a room is available, they should be allowed to use it for no charge. Peter Hunt pointed out the need for a liability waiver. Danna Revis suggested that they should not be able to reserve it for more than 3 months ahead of time. A motion that the facility cannot be reserved more than 3 months in advance was unanimously approved.
- User Fee: State regulations require for-profit companies to pay rent that goes to General Fund. We may be able to charge companies that are making a profit (e.g., training fees) from their use of VCOWT/SVCC facilities a user fee. There would be no charge for those who were not charging for their training. Peter will explore the issue further.
- Site Clearing: Tom Joy reported that no money will be available to pay a contractor to do the work. Discussed ways of getting work done for nothing. Jeff Hasson will contact Carter Cat in Roanoke and others to see if they will let us use one of their machines. Doug Phillips will talk to his boss at SERCAP to see if they will allow the use of their equipment and provide an operator.
- DPOR Licensure Requirements: After it was observed that Trapper Davis is on a committee to recommend licensure regulations to DPOR, it was observed that the new regulations will create a training need for those subject to them. If VCOWT does not provide classes to help AOSEs, installers, and service providers to obtain their licenses, some other organization will. A motion was approved to form a “DPOR

Licensure” Committee to investigate what the new regulations will require, recommend new classes to meet the requirements, and identify potential instructors for the classes. Jay Duell will Chair the committee. Members will include Trapper Davis, Danna Revis, Jeff Hasson, and Tom Joy.

- Demonstration/Training Site: Jay Duell raised the issue of the possible need for money to implement plans for the area. A motion was approved to have the Site Plan Committee look at what demonstrations are needed and what will be needed to set them up. Jim Bowles and Tom Joy were added to the Site Plan Committee. Jeff Hasson, Doug Phillips, and Tom Joy will continue exploring ways to get at least some final clearing and grading completed.

Meeting Adjourned 12:05